

## **NOTICE OF PROPOSED NEW OR INCREASED FEES**

This Notice of Proposed New or Increased Fees (this “Notice”) related to Development User Fee Schedule is hereby provided pursuant to ARIZ. REV. STAT. § 9-499.15. The proposed fees are set forth below.

A public hearing on the proposed adoption of revised Development User Fee Schedule shall be held before the Mayor and Town Council on November 5, 2013 at 5:45 p.m. in the Town Council Chambers.

The proposed new fees are to be adopted pursuant to ARIZ. REV. STAT. §§ 9-240.

[New Development User Fee Scheduled Attached]



# **Town of Buckeye, Arizona**

## **Development User Fee Schedule**

### **Effective Date: July 9, 2012**

### **Revision 1: Effective November 5, 2013**

The Town of Buckeye has adopted the following Development User Fee Schedule to provide clearly-described, value-added service to its residents and business partners. This new user fee schedule will assist in streamlining the Town's processes and thereby provide a more cost effective way of meeting the public's needs for services.

The Development User Fee Schedule contains in-depth descriptions of what is included with fees collected and is broken down into five distinct elements for ease of use as follows. Each section describes the fee structure and services included with those fees.

#### **Section 0: General Requirements**

#### **Section 1: Entitlement Processes**

#### **Section 2: Civil Engineering Review**

#### **Section 3: Horizontal Construction, Site Preparation, Utilities**

#### **Section 4: Vertical Construction, Building and Safety**

#### **Section 5: Business Licenses**

*NOTE: The Town Council will review the User Fee Schedule on an annual basis and reserves the right to adjust fees based on the Consumer Price Index for Urban Communities (CPI-U). Additionally, the Council will undertake a user study every five (5) years to re-evaluate fees based on economic trends and the Town's financial status.*



## **SECTION 0: General Requirements**

Section 0, General Requirements applies to the entire Development User Fee Schedule. These items apply to all permits, plan and report submittals as well as general services.

### **1) Expired or Abandoned Plan and Report Submittals**

- a) The Town will not hold or store plans. Any plan set or report that has not been picked up from the Town within 90 days of the Town's first notification to the applicant that the plans are ready to be picked up will be deemed abandoned and destroyed. The Developer/Landowner will be notified that the expired plan set or report will no longer be considered by the Town. If a plan is abandoned, the Developer/Landowner will be required to resubmit the abandoned plan and pay the Town all associated fees.
- b) If a construction permit for the plans has not been issued within 1 year from the date of approval noted on the cover sheet, the plans will be required to be resubmitted to the Town for review and re-approval.
  - i. In order to resubmit plans the design engineer shall bring the plans into conformance of the Town's current standards and requirements.
  - ii. All revised plans will be subject to the Town's current fee schedule.
  - iii. This resubmittal is required to go through a comprehensive review of all sheets.
- c) If plans have not been resubmitted to the Town for review or permitting after 2 years and up to 5 years from the date of the last Town action, upon resubmittal of the plans the plans shall be considered revised and shall be subject to revised plan fees.
- d) If plans have not been resubmitted to the Town for review or permitting within 5 years from the date of the last Town action the plans shall be considered expired. Once a plan has expired, the plan shall be resubmitted for first review and all associated fees shall be paid to the Town.
  - i. In order to resubmit plans, the design engineer shall bring the plans into conformance with the Town's current standards and requirements.
  - ii. All expired plans being resubmitted will be subject to the Town's current fee schedule.
  - iii. This new submittal is required to go through a comprehensive review of all sheets.

### **2) Permit Extension**

- a) The Applicant can extend the permit expiration date when requested in writing before the permit expires.
- b) Permit Extension Fee is 50% of the original Permit Fee.
- c) Each extension will run for 180 days from the most recent inspection and there are a maximum of two extensions.

### **3) Expired Permit**

- a) Any permit that has not had a requested inspection within 180 days from the permit issuance date or the most recent inspection is considered expired.
- b) Once permit is expired, applicant may be required to resubmit plans.
- c) Applicant must apply for new permit and pay all applicable fees.

### **4) Revised Permit**

- a) Revised permits will be charged the permit revision fee of \$55.
- b) Fee applies only to previously issued permits.

### **5) Investigation Fee**

- a) Applies to any construction prior to issuance of original permit. The fee is two times the amount of the entire original calculated permit fee (excludes plan review fees).

### **6) Expedited Submittal Review**

- a) Expedited fees are two times the amount of the original calculated fee.

### **7) Unclassified or Unspecified Services**

- a) The rate for any unclassified or unspecified fees shall be charged at \$100 per hour per staff position. This includes, but is not limited to inspections, plan review, meetings, records investigation, etc. as determined by the Town.

### **8) Refunds**

- a) All Fee Refund Requests shall be made in writing within 180 days of payment date by the Permit Applicant stating the reason for the requested refund. All fees not refunded within 180 days will revert to the Town with no exceptions.
- b) There shall be no Fee Refund for any submittal in which Town work has commenced.
- c) Up to 80% of the original Permit Fee may be refunded if a permit is issued and no work has commenced prior to the expiration date.



- d) No Plan Review Fees or Certificate of Occupancy Fees associated with vertical construction will be refunded.
- e) No Entitlement or Civil Engineering Fees will be refunded once Town review has commenced.

**9. Print Services**

- a) Size: 8.5" by 11", Black and White (per sheet fee) \$0.50
- b) Size: 8.5" by 14", Black and White (per sheet fee) \$0.50
- c) Size: 11" by 17", Black and White (per sheet fee) \$1.00
- d) Size: 24" by 36", Black and White, Bond (per sheet fee) \$5.00



### SECTION 1: Entitlement Processes

Fee Structure: Per services listed in Entitlements Phase.

#### Services Included Under User Fee Schedule:

- Consultation Meetings with Town Manager and/or Town Engineer, or Other Town Representative(s).
- Clerical support scheduling meetings, preparing agendas and other general clerical duties in support of project.
- Miscellaneous Engineering Coordination (PAC, Development Board, Council and Stipulation Follow-up).
- Design Discussions between Developer or Developer's Engineer with Town Engineer or Town Engineer Designee.
- Processing Community Master Plan (CMP) Public Notices and Legal Advertisements.

#### Additional Services Available:

- Development /Project Status Discovery Meetings: Discovery meetings typically consist of requests for current status of development projects for the purpose of future development. Information requested at these meetings generally include overall project completion status, utility service availability including water and sewer capacity and other due diligence items related to development. Town costs to provide this information include research performed by Town Staff and outside consultants, attendance at meetings with Developers and often written responses.

*Note: After Pre Application Conference, all Conceptual or Preliminary Plans or Reports will be charged at the Preliminary Plan / Report review rate (See Civil Engineering Review Section).*

User Fee Description	User Fee
<b>ADMINISTRATIVE FEES</b>	
Project Entitlement / Development Status Discovery Meeting	
: 1st Meeting	\$ 1,200
: 2nd Meeting and Each Subsequent Meeting	600
Written Response Related to Development/Project Status Discovery Meetings (Each Written Response)	300
Annexation	0
Sales / Leasing Trailer, Per Sales Trailer	150
Pre Application Conference (PAC)	300
Property Research (Developer Due Diligence)	500
Zoning Verification Letter, per request	250
Other Services Not Included Above (hourly rate)	100
<b>APPEALS</b>	
Appeal of Administrative Decision	650
<b>COMMUNITY MASTER PLANS / PLANNED AREA DEVELOPMENT</b>	
Community Master Plans (CMP), Application Fee	
: Less than 639 Acres (Planned Area Development (PAD) only)	9,500
: 639 Acres or More (CMP/Planned Unit Plan/PAD)	12,000
CMP Design Reports 1st Review (Water, Sewer and Traffic - See Engineering Section for Subsequent Reviews)	1,000
CMP Amendment Base Fee	7,000
:Minor Amendment, Included in CMP Base Fee (Any amendment not listed as Major)	0
:Major Amendment, CMP Base Fee Plus	1,400
:A - A change in permitted land uses or allowable uses, or amendments to development standards or regulations for permitted uses.	
:B - An increase of 5% or more in the total number or residential dwelling units.	
:C - A decrease of planned or identified public parks and/or improved open space by 5% or more.	
:D - A decrease of the total amount of natural areas or preserved or undisturbed open space by 2% or more.	
:E - A shift of 20% or more of the total number of dwelling units from one phase, parcel, or development unit to another phase, parcel, or development unit	
:F - A shift of 10% to 19% of the total number of dwelling units from one phase, parcel, or development unit to another phase, parcel, or development unit.	



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User Fee Description	User Fee
:G - A change in the housing floor plan mix that substantially reduces the options available to future residents	
:H - A substantial change to the streets and transportation circulation patterns and regional connectivity.	
:I - An amendment deemed by the Director to make such a significant or fundamental change that is should be a major amendment.	
:J - Engineering Report Amendments, Per Report	\$ 1,000
Planning Unit Plan (Per Plan)	11,250
Engineering Report - 1st and 2nd Review (Subsequent Reviews see Engineering Section)	1,000
<b>CONDITIONAL USE PERMIT</b>	
Conditional Use Permit	1,600
Conditional Use Permit Requiring Engineering Analysis	2,100
<b>DESIGN REVIEW</b>	
Residential Design Review	1,100
Residential or Commercial Design Review Amendment	500
Comprehensive Sign Plan	1,600
<b>DEVELOPMENT CODE</b>	
Development Code/Zoning Text Amendment	2,000
<b>GENERAL PLAN AMENDMENT</b>	
General Plan Amendments, Minor	4,200
General Plan Amendments, Major	8,400
<b>LANDSCAPE</b>	
Native Plant Inventory and / or Native Plant Salvage Plan Review, Per Sheet	100
<b>REZONING</b>	
Rezoning (Not involving CMP or PAD Process)	4,500
<b>SITE PLAN</b>	
Base Application Fee, Plus	4,600
:Administrative Review	0
:Planning Commission Review (Minor)	1,200
:Town Council Review (Major)	2,700
<b>DIVISION OF PROPERTY</b>	
Abandonment, Lease, or Purchase of Right-of-Way (Excludes Lease / Purchase Price)	2,500
Reversion to Acreage	1,850
Map of Dedication, Per Sheet (Subsequent Reviews see Engineering Section)	800
Lot Split, Minor Subdivision	1,000
Lot Combination	1,000
<b>Preliminary Plat</b>	
Base Application Fee, Plus	4,500
: Per Lot Fee	40
Preliminary Plat Time Extension	2,600
<b>Final Plat</b>	
Base Application Fee, Plus	3,000
: Per Lot Fee	30
<b>VARIANCES</b>	
Variance	2,600

**END OF SECTION 1**



## SECTION 2: Civil Engineering Review

Fee Structure: All civil engineering reviews are fee based as detailed below.

### Services Included with Plan or Report Review Fees Payment

- Plan Review Fees for Individual Submittal - **Fees Collected at Time of Submittal.**
  - 1st reviews charged per sheet for each sheet submitted - fees paid upon plan submittal.
  - 2<sup>nd</sup> reviews included in 1st review fees.
  - 3rd and subsequent reviews charged per sheet for each review (per sheet fees charged on **redlined sheets only**) - fees paid upon plan submittal - fees paid upon plan submittal.
  - Approval submittal and approval included in fees paid.
  - Revised Plans charged per sheet for each review (per sheet fees charged on redlined sheets only). Approval submittal is included in fees paid.
  - Expired plans charged at half (1/2) sheet rate (Plans are expired if the Town Engineer's signature date is over one (1) year old) - fees paid upon plan submittal.
  - Preliminary Plans are the following: Water, Sewer, Drainage, Grading.

*NOTE: "Redlined sheets" means that a comment has been added to the sheet requiring the Engineer to re-submit a new set of plans which includes the previous redlined plans.*

- Report Review Fees for Individual Submittal - **Fees Collected at Time of Submittal.**
  - 1st reviews charged per report for each report submitted - fees paid upon plan submittal.
  - 2<sup>nd</sup> reviews included in 1st review fees.
  - 3rd and subsequent reviews charged per report for each review at half (1/2) the 1st review fee - fees paid upon plan submittal.
  - Final report submittal and approval included in fees paid.
  - Revised Reports charged per report for each review at half (1/2) the 1st review fee until signature approval is reached - fees paid upon plan submittal.
  - Expired reports charged at half (1/2) report fee for each review (Reports are expired if the Town Engineer signature date is over one (1) year old) - fees paid upon plan submittal.
- Included in fees are all associated clerical costs for processing and maintaining town records and archiving, preparation of various correspondence from Town Engineer's Office, scheduling meetings regarding review comments and all other associated clerical fees associated with plan review.
- Preparation of Construction Permit Fee Calculations, upon Approval of Plans.
  - Preliminary Reports are the following: Water, Sewer, Drainage, Traffic.

*Note: Preliminary Plans and Reports are charged the regular 1st and subsequent review fees shown in the table below. The "final" Plans and Reports are also charged the regular 1st and subsequent fees shown in the table below.*

User Fee Description - Civil Engineering	User Fee (1st and 2nd)	User Fee (3rd and beyond)
<b>PRELIMINARY PLANS / REPORTS / CIVIL ENGINEERING</b>		
Preliminary Plans, Per Sheet	\$ 600	\$ 300
Landscape Plans, Per Sheet	300	0
Site Plan, Per Sheet	See Entitlement Section	300
Preliminary Reports, Per Report	1,000	500
Expedited Turnaround Fees (2 Times Review Fees)	2X	2X
Other Plan Review, Per Sheet - Not Listed Above	600	300
Other Report Review, Per Report - Not Listed Above	1,000	500
<b>PLAN REVIEW - CIVIL ENGINEERING</b>		
Address Map / Street Name Exhibit	\$600	\$300
As-Built Plans, Per Sheet (1st and 2nd Reviews included in Construction Permit Fee Paid - 3rd and Subsequent Reviews Charged at \$300 per Sheet for Red-Lined Sheets Only)	Included in Construction Permit	\$ 300



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<b>User Fee Description - Civil Engineering</b>	<b>User Fee (1st and 2nd)</b>	<b>User Fee (3rd and beyond)</b>
: To Pave (Water, Sewer and Storm Drain) Submittals	Included in Construction Permit	300
: For Final (All As-Built) Submittals	Included in Construction Permit	300
Civil Engineering Plans, Per Sheet	600	300
Landscape Plans, Per Sheet	600	0
Revised Civil Engineering Plans, Per Sheet	300	300
Map of Dedication, Per Sheet	See Entitlements Section	300
<b>Major Infrastructure Plan Review (Wells, WWTP, Water Systems, Bridges, etc.)</b>		
: 1 to 49 Sheets Submitted, Per Sheet	600	300
: 50 to 99 Sheets Submitted, Per Sheet	500	250
: More than 100 Sheets Submitted, Per Sheet	400	200
ALTA Survey Plat Review - No Fee	0	0
Other Plan Review - Not Listed Above	600	300
<b>REPORT REVIEW - CIVIL ENGINEERING</b>		
Community Master Plan Design Reports, Per Report	See Entitlements Section	500
Final Design Reports, Per Report	1,000	500
Design Letter / Memorandum (Three 8.5" by 11" Sheets Maximum)	500	250
Revised Design Reports, Per Report	500	500
LOMR and CLOMR Approvals, Per Report	1,500	750
Phase 1 Environmental Studies / Geotechnical Studies - No Fee	0	0
Other Report Review - Not Listed Above	1,000	500
<b>OTHER ENGINEERING SERVICES - CIVIL ENGINEERING</b>		
Specialized Engineering Discipline Plan Review or Design Services (Structural, Electrical, etc.) - Fee Determined at Time of Submittal		Lump Sum

## END OF SECTION 2





### SECTION 3: Horizontal Construction Site Preparation, Utilities

Fee Structure: Fees charged as follows:

- Construction Permit Type (i.e., water, sewer, grading, drainage, etc.).
- Fees Collected at Time of Permit Issuance.
- Item / Quantity Fee-Based Calculation. All plans shall show a quantity breakdown in accordance with this fee schedule and the sections shown below.
- Class Descriptions: Listed in the Town Code.
- Services described in Section 3 are for customary and usual inspection services and customary and usual inspection periods of time.

#### Services Included with Construction Permit Fee Payment

- Pre-Permit Meeting, Pre-Construction Meeting, Project Coordination and Tracking
- Initial Visit to Site on First Day of Construction, Construction Coordination/Management on Behalf of Town Engineer's Office
- Approval of Maintenance and Performance Bonds and Follow-up
- Inspections, Field Directives and Subsequent Approval, Re-Inspection of Removal and Replacement of Concrete, Re-Inspection of Removal and Replacement of Pavement, Field Testing Inspection and Review
- Material Submittal Review and Subsequent Approval
- As-Built Plan Review:
  - Two (2) reviews included in permit fee
  - Permit Fee covers 1st and 2nd reviews of each of the "To Pave" and "Final" reviews
  - 3rd and subsequent reviews charged on a per sheet basis for redlined sheets only (see Civil Engineering Review Fees)
- Traffic Signal Calculation and Notification (per assessment)
- Project Close-out Process
  - Meetings and Communications Regarding Close-out of Project, Final Walk, Punch List Inspection, Punch List Follow-up, Bond Reductions or Bond Exonerations, Distribution and Archiving Project Record Documents
  - Warranty Walk
- Clerical Services
  - Scheduling Meetings, Preparing/Processing Correspondence, E-mail Communications
- Public Infrastructure Assurance Agreements
  - Meetings with Developer, Production and Processing
- Certificates of Insurance Compliance Review
- Project Stipulations Tracking Review and Verification

User Fee Description	Unit	Unit User Fee
<b>GRADING CONSTRUCTION PERMITS</b>		
Base Fee, Plus (Includes Clear and Grub)		\$ 50.00
: Less than 5 Acres	AC	290.00
: 5 Acres or Greater, Less than 20 Acres	AC	242.00
: 20 Acres or Greater, Less than 50 Acres	AC	193.00
: 50 Acres or Greater, Less than 200 Acres	AC	145.00
: 200 Acres or Greater, Less than 500 Acres	AC	97.00
: 500 Acres or Greater	AC	48.40
Clear and Grub (only without Grading)	EA	65.00
<b>DRAINAGE CONSTRUCTION PERMITS</b>		
Base Permit Fee, Plus		50.00
: Storm Drain and Irrigation Pipe	LF	1.10
: Storm Drain and Irrigation Manhole	EA	80.00
: Underground Retention	CF	0.30
: Headwall / Handrail	EA	80.00



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## TOWN OF BUCKEYE Development User Fee Schedule

User Fee Description	Unit	Unit User Fee
: Catch Basin	EA	\$ 120.00
: Scuppers (Includes Spillway / Handrail)	EA	120.00
: Spillway	EA	65.00
: Drywells or Trench Drains with Standard Treatment Chamber	EA	500.00
: Drywells with Specialized Treatment Chamber	EA	1,000.00
: Specialized Treatment Chamber (Stand alone)	EA	500.00
: Slope Protection (Rip-Rap, Gabions, Gunnite, etc.)	SY	0.65
Private Improvements - 20% Reduction		
<b>SEWER CONSTRUCTION PERMITS</b>		
Base Permit Fee, Plus		50.00
: Sewer Line	LF	1.10
: Sewer Service	EA	23.00
: Manhole	EA	185.00
: Force Main	LF	1.50
: Cleanout	EA	50.00
: Drop Connection	EA	60.00
: Pipe Encasement	LF	30.00
: Tie-in Fee	EA	350.00
: Air / Vacuum Release Manhole / Value	EA	400.00
: Residential/Commercial Sewer Tap to Existing Main	EA	600.00
: Monitoring Vault and Special Structures	EA	1,500.00
Private Improvements - 20% Reduction		
<b>WATER CONSTRUCTION PERMITS</b>		
Base Permit Fee, Plus		50.00
: Waterline	LF	1.10
: Water Service	EA	23.00
: Flush / Curb Stop / Blow-off	EA	25.00
: Fire Line	LF	1.10
: Fire Hydrant	EA	60.00
: Backflow Device up to and including 3 inches	EA	80.00
: Backflow Device greater than 3 inches	EA	150.00
: Sampling Station / Air Release Valve	EA	90.00
: Tapping Sleeve and Valve / Tie-in	EA	300.00
: Mainline / Lateral / Fire Hydrant Valve	EA	30.00
Residential/Commercial Water Tap to Existing Main	EA	600.00
Private Improvements - 20% Reduction		
<b>STREET LIGHTING CONSTRUCTION PERMITS</b>		
Base Permit Fee, Plus		50.00
: Street Light	EA	50.00
<b>CONCRETE CONSTRUCTION PERMITS</b>		
Base Permit Fee, Plus		50.00
: Sidewalk and Bicycle Path and Trail	SF	0.05
: Sidewalk Ramps and Truncated Domes - Per Ramp	EA	80.00
: Curb and Gutter / Ribbon Curb	LF	0.25
: Valley Gutter / Apron	SF	0.40
: Driveway / Alley Apron	EA	55.00
: Return Style Driveway and Bus Bay	SF	0.30
: Cut-off Wall	LF	1.50
Private Improvements - 20% Reduction		

SY = Square Yard    EA = Each    LF = Lineal Feet    CF = Cubic Feet



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## TOWN OF BUCKEYE Development User Fee Schedule

PAVING CONSTRUCTION PERMITS		
User Fee Description	Unit	Unit User Fee
Base Permit Fee, Plus		\$ 50.00
: A/C Paving (Per Lift - Includes Striping)	SY	0.45
: Concrete Paving	SY	0.50
: Mill and Overlay	SY	0.30
: Slurry / Micro Seal	SY	0.10
: Adjustments: Manholes, Blow-offs, Water Valves, Gas Valves, Utility Adjustment, Clean-outs, Survey Monument Hand Holes, etc.	EA	60.00
: Survey Monument		
: Type A	EA	25.00
: Type B	EA	15.00
: Street Sign	EA	25.00
: Barricade / Guardrail	LF	4.00
: Pavement Utility Pothole	EA	65.00
Private Improvements - 20% Reduction		
DRY UTILITY PERMITS (RIGHT-OF-WAY ONLY)		
: Utility Vaults / Manholes	EA	95.00
: Utility Splice / Repair Pits	EA	75.00
: Utility Valves	EA	30.00
: Utility Trench	LF	0.80
OTHER (Includes Base Application Fee and Right-of-Way Permit Fee)		
Engineer Cost Estimate or Executed Construction Contract required for fee calculation.		
Structures (Bridges, Flood Retarding Structures, Flood Walls, Channel Energy Dissipation Structures, Box Culverts, Wing Walls, etc.)	Cost	3.0%
Water (Booster Stations, In-line Boosters, Wells, Pressure Reducing Stations, etc.)	Cost	3.0%
Sewer (Lift Station)	Cost	3.0%
Traffic Signal	Cost	3.0%
Other	Cost	3.0%
CLASS PERMITS		
Class 1 Permit: Minor Encroachment Permit (Block Party - Police Department)		
: Permit Application Process Fee		No Fee
Class 1 Permit: Minor Encroachment Permit (Public Telephones, News Racks, Placing Temporary Traffic Barricades in Street, Placing Merchandise on Sidewalk for Temporary Sale, Curb Address Painting)		
: Permit Application Process Fee	EA	160.00
Class 2 Permit: Encroachment Permit for Sidewalk Furniture (Tables, Chairs, Umbrellas, Benches, Planters, Flower Pots)		
: Permit Application Process Fee	EA	160.00
Class 3 Permit: Encroachment Permit for Landscape Maintenance		
: Permit Application Process Fee	EA	160.00
Class 4 Permit: Encroachment Permit for Telecommunications		
: License Application Fee	EA	160.00
: Special License Review	PER HOUR	100.00
: Permit Application Fee	EA	160.00
: Additional Permit Services (Inspection, Construction Maintenance and Operations)	PER HOUR	100.00
: Pavement Restoration Fee		See Table Below
Class 5 Permit: Encroachment Permit for Fiber Optic Cable, Interstation Services and Other Communication Facilities Excluded from the Definition of "Telecommunications"		
: License Application Fee	EA	160.00

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## TOWN OF BUCKEYE Development User Fee Schedule

User Fee Description	Unit	Unit User Fee
: Special License Review	PER HOUR	\$ 100.00
: Permit Application Fee	EA	160.00
: Additional Permit Services (Inspection, Construction Maintenance and Operations)	PER HOUR	100.00
: Pavement Restoration Fee		See Table Below
Class 6 Permit: Encroachment Permit for Cable Television		
: Permit Application Fee	EA	160.00
: Additional Permit Services (Inspection, Construction Maintenance and Operations)	PER HOUR	100.00
: Pavement Restoration Fee		See Table Below
Class 7 Permit: Encroachment Permit for Utilities		
: Permit Application Fee	EA	160.00
: Additional Permit Services (Inspection, Construction Maintenance and Operations)	PER HOUR	100.00
: Pavement Restoration Fee		See Table Below
Class 8 Permit: Encroachment Permit for Street Excavation		
: Permit Application Fee	EA	160.00
: Additional Permit Services (Inspection, Construction Maintenance and Operations)	PER HOUR	100.00
: Pavement Restoration Fee		See Table Below
<b>PAVEMENT RESTORATION FEES</b>		
: 1 to 99 SY,, plus	SY	26.00
: 100 to 499 SY, plus	SY	7.00
: 500 to 1,759 SY, plus	SY	2.00
: 1,760 SY or greater	SY	0.80
<i>NOTE: Other Utility Items - refer to individual utility fees for additional items</i>		
Penalty for Violations of Town Code Chapter 19 and 20 Requirements		1,000

**END OF SECTION 3**

SY = Square Yard    EA = Each    LF = Lineal Feet    CF = Cubic Feet



## SECTION 4: Vertical Construction, Building and Safety

Fee Structure: Fees charged as follows:

- Per services listed in Building and Safety section
- Various fees classified as Based on Valuation (BOV) are based on valuation tables as required by international building codes (See Valuation Chart and Table 1-A).
  - All BOV Plan Review Fees shall be 65% of the calculated Permit Fee and are in addition to the Permit Fee.
  - Subsequent Reviews, 3<sup>rd</sup> review and beyond, will be charged on an hourly basis at \$100 per hour.
  - Plan Review Fee payment is required at time of submittal for all BOV permits.
  - Revised BOV permits will be charged plan review fees at \$100 per hour.
- Class Descriptions: Listed in the Town Code

### Services Included under User Fee Schedule

- Associated clerical costs for processing and maintaining Town records and archiving, preparation of various correspondence, scheduling meetings, etc.

User Fee Description	User Fee
<b>ADMINISTRATIVE FEES</b>	
Building Board of Appeals, Per Appeal	\$ 1,100
Building Code Modifications, Per Request	500
Building Code Studies, Per Hour	225
Inspections (Outside Normal Business Hours {\$100 per hour, 4 hour minimum})	400
Permit Revision Fee	55
Re-inspection Fees (minimum 24 hour wait prior to request for re-inspection)	150
Permit Cancellation Fee - Processing Fee	75
Replication of Plans (When Legally Authorized by Architect / Builder) - Plus Actual Cost	110
Stamping of Additional Approved Plans (After Two Initial Sets), Each	20
Written Documentation of Code Compliance, Per Request	330
<b>FIRE PERMIT FEES</b>	
Alarms, Per Facility	300
: Tenant Improvements	185
Alarm Modification	100
Sprinklers, Per Facility	
: Tenant Improvements	235
: Residential	250
: Commercial - Under 30,000 sq ft	250
: Commercial - 30,000 sq ft and over to 90,000 sq ft	575
: Commercial - 90,000 sq ft and over to 120,000 sq ft	900
: Commercial - 120,000 sq ft and over"	1,250
Sprinklers Modification	100
Flow Test	100
Automatic Kitchen Hood System	225
Propane Tank Cages, Commercial	200
Propane Tank, Commercial	
: Above Ground	200
: Under Ground	260
Tent / Canopy, Temporary, Per Tent	275
Fire Access	100
FM 200 Fire Suppression	200

NOTE: \*BOV: Based on Valuation (See Table 1-A)



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## TOWN OF BUCKEYE Development User Fee Schedule

User Fee Description	User Fee
Fire Pump Inspection (Each)	\$ 500
Hazardous Work Inspection	225
License Inspections	
: Educational Facilities	100
: Daycare - Residential	100
: Daycare - Commercial	175
: Licensed Adult Care Facilities - Commercial	250
: Licensed Adult Care Facilities - Residential	100
Outpatient Services	150
Special Activities or Events	175
Blasting Operations (Per Blasting - 30 Day Permit Expiration)	175
Fireworks	
: Fireworks (0 to 30 Shells, per show - shell diameter less than 3 inches)	100
: Fireworks (31 Shells and up, per show)	250
<b>LANDSCAPE PERMIT FEES</b>	
Landscape Permit	BOV*
Native Plant Salvage Permit, Base Fee, Plus	450
: Per Plant Fee	1
Native Plant Salvage Permit Modification, Base Fee, Plus	225
: Per Plant Fee	1
<b>MISCELLANEOUS PERMIT FEES - BASED ON VALUATION (SEE TABLE 1-A AND VALUATION CHART BY OCCUPANCY GROUP)</b>	
Investigation Fee (Construction Prior to Issuance of Permit) - 100% of Permit Fee - Applies to all Permits	BOV*
Patios, Decks, Ramadas, etc.	BOV*
Remodel Fee	BOV*
Sign Permit	BOV*
Use Permit, per permit	BOV*
Walls - Themed, Retaining, Perimeter and Privacy	BOV*
Water Damage	BOV*
<b>MISCELLANEOUS PERMIT FEES - FEE-BASED</b>	
Building Demolitions, Residential Accessory, Per Structure	100
Building Demolitions, Structures Other than Single Family Residence, Per Structure	200
Building Demolitions, Single Family Residence, Per Structure	200
Building Moving, Per Structure	3,000
Fences - Block / Other Privacy, Wrought Iron, Chainlink, Vinyl, Wood	100
Fire Repair / Restoration , Per Inspection Trip	100
Manufactured Home Set (Per Office of Manufactured Housing Intergovernmental Agreement)	350
Flagpole	200
Model Home Complex, Per Application (Fee Combined with Planning Fee)	625
Model Home Complex, Per House	100
Model Home Sales Trailer, Per Trailer	225
: Garage Conversion	200
: Garage Conversion Restoration	200
Offsite Dirt Hauling Permit (Export), Per Job, plus per yard fee	100
: \$1.00 per yard (maximum \$1,000)	1

NOTE: \*BOV: Based on Valuation (See Table 1-A)



<b>User Fee Description</b>	<b>User Fee</b>
Standard Plan Revision (Single Family Residence)	\$ 250
Roof Replacement	150
(moved to Utility Permit Fee Section)	
Spas/Hot Tubs/ Pools	
: Above-Ground (Pool or Spa)	175
: In-Ground Spa	
: Pre-Fabricated	275
: Site Built	475
: In-Ground Pool (With Approved Standard Plan)	500
: In-Ground Pool (Without Standard Plan, Fee Includes Plan Review)	600
: In-Ground Spa / Pool Combination (With Approved Standard Plan)	675
: In-Ground Spa / Pool Combination (Without Approved Standard Plan)	775
: Standard Pool Plan Review	200
: Pool Heater (Owner/Builder)	75
Stucco	200
Trailers, Temporary(example, Construction Trailers)	310
Water Softener (no permit required)	No Fee
Window Replacement	100
Miscellaneous Inspections or Service for which no fee is specifically indicated (hourly rate)	100
<b>OCCUPANCY PERMIT FEES</b>	
Certificate of Occupancy, Residential, Per Residence	100
Certificate of Completion, Commercial Shell Buildings, Per Building	100
Certificate of Occupancy, Commercial and Multi-Family Buildings, Per Building	100
Certificate of Occupancy, Commercial Tenant Improvements, Per Building	100
Change of Occupancy Permit, Each	200
Temporary Certificate of Occupancy (TCO) - Permit and Extensions Expire every 60 days:	
: TCO (60 Day Expiration or conversion to Final Certificate of Occupancy)	200
: First Extension of TCO (61 to 120 Days) - Monthly TCO Fee is 10% of Original Building Permit Fee	10%
: Second Extension of TCO (121 to 180 Days) - Monthly TCO Fee is 20% of Original Building Permit Fee	20%
: Third Extension of TCO (181 to 240 Days) - Monthly TCO Fee is 30% of Original Building Permit Fee	30%
<i>Note: The Town understands that from time to time, supplier schedules, unforeseen construction set-backs and budget challenges with residential and commercial projects will necessitate a request for a TCO. TCO's are intended to be a short-term remedy for these project issues. Additional fees based on the original building permit will be paid by the user / developer to offset costs of the extension of each TCO. TCO fees will be paid on a monthly basis until the TCO is converted to a Full Certificate of Occupancy. The First TCO fee includes the cost to convert from a TCO to a Full Certificate of Occupancy. Temporary Certificates of Occupancy exceeding 241 days are automatically revoked. All days are expressed in calendar days.</i>	
<b>UTILITY PERMIT FEES (ELECTRICAL, MECHANICAL, HVAC, PLUMBING, GAS, ETC.)</b>	
AC Unit, Replace or Upgrade, Commercial or Residential	175
Backflow Preventer, Commercial	80
Electrical Meter (Up to 200 AMP), Commercial, Per Meter (includes Clearance)	200
Electrical Meter (Above 200 AMP), Commercial, Per Meter (includes Clearance)	BOV*
Electrical Meter (Up to 200 AMP), Residential, Per Meter	200
Electrical Meter Clearance, Commercial	175
Electrical Meter Clearance, Residential	100

NOTE: \*BOV: Based on Valuation (See Table 1-A)





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## TOWN OF BUCKEYE Development User Fee Schedule

User Fee Description	User Fee
Electrical Meter or Service Section Upgrade (Above 400 AMP), Residential, Per Meter	BOV*
Electrical Meter or Service Section Upgrade (Up to 400 AMP), Residential, Per Meter	200
Electrical Panel Derate, Residential	100
Electrical Power Pedestal / Meter (Up to 200 AMP), Commercial, Per Meter (includes Clearance)	200
Electrical Power Pedestal / Meter (Above 200 AMP), Commercial, Per Meter (includes Clearance)	375
Electrical Repair, Commercial	BOV*
Electrical Repair, Residential	BOV*
Electrical Run, Residential	100
Electrical Services, Temporary	175
Electrical Services, Temporary, Overhead (Per Pole - 80% refundable upon pole removal and request)	500
Gas Line, Commercial (New)	175
Gas Line, Commercial (Repair)	BOV*
Gas Line, Residential (New)	100
Gas Line, Residential (Repair)	BOV*
Gas Meter Clearance, Commercial	175
Gas Meter Clearance, Residential	100
Generators, Permanent, Per Generator	BOV*
Generators, Temporary, Per Generator	150
Photovoltaic System Modification, Residential	50
Photovoltaic System, Residential	275
Propane Tank, Residential	200
Water Heater, Per Unit	100
Water Heater, Solar	250
Water Softener (no permit required)	No Fee
<b>MISCELLANEOUS OTHER FEES</b>	
Street Clean-up Fee [20-7-3]	100/hour
Street Light Improvement District (SLID) Per Ordinance 43-05, Chapter 20 of Buckeye Town Code	See Chapter 20
Maintenance Improvement District (MID) Per Ordinance 42-06, Chapter 20 of Buckeye Town Code	See Chapter 20
<b>PLAN REVIEW FEES - FEE-BASED OR BASED ON VALUATION</b>	
Plot (Site) Plan Review for Residential Homes, Per Plot Plan	30
Alarms Standard Plan Review	100
Sprinklers Standard Plan Review	100
Swimming Pool Standard Plan Review	200
Photovoltaic System - Residential Standard Plan Review	100
Plan Review, 1st and 2nd Review	BOV*
Preliminary Fee for Review of Standard Residential Plans, Per Standard Plan (65% of Building Permit Fee per ICC - \$1,000 Initial Submittal Fee due at submission with remaining balance due at permit issuance)	BOV*
<b>SINGLE FAMILY RESIDENCE</b>	
Tract Homes (65% of Building Permit Fee per ICC)	BOV*
Truss (Deferred) Calculation Review, Residential, 1st and 2nd Review, Per Structure	150
Truss (Deferred) Calculation Review, Residential, 3rd and Subsequent Review, Per Structure	100
Custom Homes (65% of Building Permit Fee per ICC)	BOV*
Truss (Deferred) Calculation Review, Residential, 1st and 2nd Review, Per Structure	150
Truss (Deferred) Calculation Review, Residential, Each Subsequent Review, Per Hour	100

NOTE: \*BOV: Based on Valuation (See Table 1-A)





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## TOWN OF BUCKEYE Development User Fee Schedule

User Fee Description	User Fee
<b>COMMERCIAL BUILDING</b>	
Commercial Building (65% of Building Permit Fee per ICC)	BOV*
Racking (Deferred) Review, Commercial, 1st and 2nd Review, Per Facility	BOV*
Truss (Deferred) Calculation Review, Commercial, 1st and 2nd Review, Per Structure	200
Truss (Deferred) Calculation Review, Commercial, Each Subsequent Review, Per Hour	100
Tenant Improvements	BOV*

*NOTE: \*BOV: Based on Valuation (See Table 1-A)*



**TABLE 1-A**

Total Valuation	Fee
Total Valuation \$1.00 to \$500.00	\$33
Total Valuation \$500.01 to \$2,000.00	\$33 for the first \$500 plus \$5 for each additional \$100 or fraction thereof, to and including \$2,000
Total Valuation \$2,000.01 to \$25,000.00	\$97 for the first \$2,000 plus \$14 for each additional \$1,000 or fraction thereof, to and including \$25,000
Total Valuation \$25,000.01 to \$50,000.00	\$545 for the first \$25,000 plus \$14 for each additional \$1,000 or fraction thereof, to and including \$50,000
Total Valuation \$50,000.01 to \$100,000.00	\$897 for the first \$50,000 plus \$9,00 for each additional \$1,000 or fraction thereof, to and including \$100,000
Total Valuation \$100,000.01 to \$500,000.00	\$1,384 for the first \$100,000 plus \$8 for each additional \$1,000 or fraction thereof, to and including \$500,000
Total Valuation \$500,000.01 to \$1,000,000.00	\$4,503 for the first \$500,000 plus \$7 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
Total Valuation \$1,000,000.01 and up	\$7,809 for the first \$1,000,000 plus \$5 for each additional \$1,000 or fraction thereof

<b>Valuation Chart for Other Construction (Existing Structures)</b>	
Other Types of Construction	Valuation per SF
Residential Patio Add On	\$ 7.00
Residential Room Addition Add On	20.00
Improvement - Vanilla Shell	20.00
Improvement - Office	20.00
Improvement - Restaurant	40.00
Improvement - Medical	50.00

*\*\*Valuation chart may be updated in accordance with Building Standards Magazine or as published\*\**

*Updated March 1, 2011*

**END OF SECTION 4**



## SECTION 5: Business Licenses

User Fee Description	User Fee
<b>FEE TYPE</b>	
<b>Alarm Agent</b>	
Application Fee (Fingerprinting Fee Applicable)	\$ 100
Agent Fee	100
<b>Alarm Business</b>	
Application Fee (Fingerprinting Fee Applicable)	100
Annual Fee	100
<b>Care Facilities</b>	
Application Fee (Fingerprinting Fee Applicable)	25
Annual Fee	40
<b>Carnivals, Circus and Road Shows</b>	
Application Fee	25
Daily Fee	100
<b>Contractors and Builders</b>	
Application Fee	25
Annual Fee	100
<b>Marijuana Dispensaries</b>	
Application Fee (Fingerprinting Fee Applicable)	1,000
Investigation Fee	1,000
Annual License Fee	100
Employee Application Fee	200
<b>Massage Parlor</b>	
Application Fee (Fingerprinting Fee Applicable)	100
Annual License Fee	100
Employee Application Fee	100
<b>Mercantile Business – Wholesale and Retail</b>	
Application Fee	25
Annual Fee	40
<b>Mobile Food Vendors</b>	
Application Fee (Fingerprinting Fee Applicable)	25
Monthly Fee	50
Annual Fee	150
<b>Mobile Vendors</b>	
Application Fee (Fingerprinting Fee Applicable)	25
Monthly Fee	50
Annual Fee	100
<b>Professional &amp; Personal Services</b>	
Application Fee	25
Annual Fee	40
<b>Restaurants and Bars</b>	
Application Fee	25
Annual Fee	40
<b>Sexually Oriented Business</b>	
Application Fee (Fingerprinting Fee Applicable)	1,000
Investigation Fee	1,000
Annual License Fee	100
Employee Application Fee	200



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## TOWN OF BUCKEYE Development User Fee Schedule

User Fee Description	User Fee
<b>Solicitors and Peddlers – Fixed Base Business in Buckeye</b>	
Application Fee (Fingerprinting Fee Applicable)	\$ 25
Annual Fee	100
<b>Solicitors &amp; Peddlers – No Business Location in Buckeye</b>	
Application Fee (Fingerprinting Fee Applicable)	25
Annual Fee	250
Special Event – Sponsors - Each Event	100
<b>Tattoo and/or Body Piercing Establishment</b>	
Application Fee (Fingerprinting Fee Applicable)	100
Annual Fee	100
Employee Application Fee	100
Background and Fingerprinting Fee (Per Applicant)	50
Late Fee	25
Reinstatement or Replacement Fee	25

END OF SECTION